

TOWN OF

DARIEN, CONNECTICUT

EMERGENCY OPERATIONS PLAN

ANNEX "O"

FIRE SERVICE

Submitted By:

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Approved By:

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Darien Emergency Management

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DARIEN FIRE SERVICE ANNEX

I. AUTHORITY

Authority for this Annex is contained in the Darien Emergency Operations Plan (EOP); Title 28, Chapter 517 of the Connecticut General Statutes as amended, and such Executive Orders and Town Ordinances as may be applicable.

II. MISSION

- A. To maximize the survival of people, prevent and/or minimize injuries and preserve property and resources in the Town of Darien or relocation area by making use of all available manpower, equipment, and other resources in the event of natural or human caused disasters affecting the town.
- B. The specific missions assigned to the Fire Service by the town's Emergency Operations Plan are enumerated in Attachments 3 and 4 to this Annex.

III. SITUATION AND ASSUMPTIONS

A. SITUATION

- 1. The town is vulnerable to many types of disasters including: power failure, flood/flash flood, winter storm, coastal storm, hurricane/tropical storm, air accident, rail accident, tornado, and in transit hazardous materials incident/accident.
- 2. Fire Service in Darien is provided by three (3) Fire Departments, each headed by a Chief and two (2) Assistant Chief's.
- 3. The Fire Service is an emergency organization with capability to receive "watches" and "warnings" 24 hours a day.
- 4. Emergency backup electrical power is available at the fire stations in sufficient quantity to maintain operations during an emergency or disaster.
- 5. The departments have emergency vehicles and equipment, which would be made available for emergency/disaster response operations (see Attachment 2).
- 6. The communications and warning capability of the Fire Service consists of:
 - a. LOCAL: Fire Dept. Frequency 470.850 MHz; 476.375 MHz
 - b. OUTSIDE: County(Mutual Aid) 33.86 MHz

DARIEN FIRE SERVICE ANNEX

B. ASSUMPTIONS

1. An emergency or disaster can affect the town at any time.
2. Some advanced warning will be received in all natural and human caused emergencies or disasters with the possible exception of tornadoes.
3. Fire incidents/accidents will increase due to panic during emergencies and/or disasters.
4. Water supply may be a problem during an emergency or disaster.
5. Some residents will not comply with fire safety regulations.
6. The town may experience the loss of power, telephone service, and other utilities during an emergency or disaster.
7. Most Fire Service personnel will be called to duty during any emergency or disaster.
8. In a large-scale emergency or disaster, the manpower and resources of the Fire Service may not be sufficient to effectively carry out the mission stated in Item II above. Therefore, outside assistance may be necessary.
9. Existing verbal and written mutual aid agreements in effect at the time of the emergency or disaster will be used if feasible to do so.
10. Additional manpower and resources may be available from fire departments from surrounding communities and from the Connecticut National Guard.

IV. THE GENERAL PLAN

A. ORGANIZATION

The Fire Chief, or anyone legally administering the office, has direct control over the Fire Department with the responsibility of assigning all personnel to their respective posts, shifts, details and duties, making rules and regulations concerning department operations and the conduct of all officers and personnel thereof.

He shall be responsible for the training, efficiency and discipline of all personnel and for the care and custody of all property used by the department. The Fire Chief's authority shall be limited only by the Chief Executive Officer in local, state and federally declared emergencies.

A close liaison with such town departments as Police, Building, Public Works, Emergency Management, etc. is maintained at all times. (Note: The Fire Department Organizational Charts are Attachments 1a, 1b, and 1c of this Annex).

B. CONCEPT OF OPERATIONS

In the event of a major emergency or disaster, the Fire Departments will conduct operations under the provisions of the town's Emergency Operations Plan, this Annex and the Fire Service's Standard Operating Procedures (SOP).

1. MITIGATION

The Fire Departments shall carry out hazard mitigation activities as appropriate to the Fire Service function.

2. INCREASED READINESS PHASE

This phase is that period of time from receipt of initial notification of a potential emergency to the onset of the emergency. The length of time in an Increased Readiness Phase may vary from a few minutes to several weeks.

INCREASED READINESS ACTIONS

- a. Upon notification of a potential emergency or disaster, all members of the Fire Service will be alerted to the possibility and nature of the impending emergency or disaster.
- b. The Fire Chief, or anyone legally administering the office, will call together all officers and other appropriate personnel and brief them on the situation.
- c. Responsibilities outlined in the Emergency Operations Plan, and in this Annex shall be reviewed by all personnel involved following the briefing.
- d. All vehicles and equipment shall be thoroughly checked as to operating condition.

- e. Individual responsibilities shall be reviewed with all personnel by the officers.
- f. One pre-designated member of the Fire Service will report to the Emergency Operations Center on a standby basis.
- g. Each department will make preparations to alert the entire personnel of the department.
- h. In an emergency of a local nature, other surrounding communities with which mutual aid agreements exist will be alerted.

3. EMERGENCY PHASE

This phase is the period of time during which an actual emergency is occurring, with or without warning. Action will be taken immediately to evaluate the emergency and make use of all available personnel, equipment and resources to minimize the effects of the disaster on the community.

EMERGENCY ACTIONS

- a. After evaluating the situation, action will be taken immediately to minimize the effects of the emergency or disaster on the community.
- b. All personnel shall be alerted to report for duty, and shall be provided with appropriate guidance or instructions.
- c. The Emergency Operations Center shall be manned by one or more members of the Fire Service on a 24 hour a day basis.
- d. Surrounding communities with which mutual aid agreements are in effect shall be alerted to the possible need for assistance.
- e. Emergency operations shall be conducted in the most efficient and expeditious manner possible using all available manpower, equipment, and other resources.
- f. Implement protective measures based on protective action guides and other criteria consistent with the recommendations of the Food and Drug Administration (FDA), Environmental Protection Agency (EPA), Nuclear Regulatory Commission (NRC), etc.

3. RECOVERY PHASE

This phase is that period of time when the emergency or disaster has subsided to such a degree that recovery operations to restore the community to normal conditions can begin. Some recovery actions may commence during the Emergency Phase.

RECOVERY ACTIONS

- a. Assist with the provision of emergency medical assistance.
- b. Extinguish fires.
- c. Continue rescue operations.
- d. Conduct monitoring and decontamination activities if a radioactive environment exists.
- e. Assist in pumping operations if flooding condition exists.
- f. Assist in providing emergency power where needed.
- g. Conduct salvage operations.
- h. Continue manning the Emergency Operations Center until recovery operations have ended.

V. SUPPORT

A. Support and assistance with personnel, materials, equipment and other resources can be expected from neighboring communities under mutual aid agreements, provided their local emergency conditions will permit.

B. Supporting and assisting agencies would include, but not be limited to:

Police Department

Ambulance and Rescue Units

Public Works Department

Fire Departments from surrounding communities

State Fire Marshal's Office

Connecticut National Guard

Office of Emergency Management (local, state and federal)

Fairfield County HazMat Unit

VI. COMMAND AND CONTROL

- A. The Fire Chief, or anyone legally administering the office, will exercise complete authority over all Fire Department operations in the town in accordance with mission assignments contained in the Emergency Operations Plan and its Annexes. As the emergency situation requires, the Chief may make such other assignments of command and control as deemed necessary.
- B. When Darien Fire Department personnel are operationally engaged in the town itself, both operational control and direction of emergency forces are retained. When Darien Fire personnel operate on a mutual aid basis in another community, operational control is then exercised by the authority at the scene of operations, but direction is retained by Darien. Conversely, personnel sent to Darien's aid, comes under control of the Darien authority, but remain under the direction of the parent agency.
- C. In order to ensure continuity in the operation of the Darien Fire Departments, the following line of succession shall be in effect:
 - 1. Fire Chief
 - 2. 1st Assistant Chief
 - 3. 2nd Assistant Chief

VII. SPECIAL REQUIREMENTS

A. Record Keeping

The department will keep accurate records and logs of all actions taken during disaster emergencies of any kind. All funds expended and materials or supplies obtained by purchase or otherwise, must be accounted for by receipts and written records in detail.

B. Annex Review and Update

This Annex shall be reviewed and updated as changes occur throughout the year. All changes shall be forwarded to the Emergency Management Director as they occur. At a minimum this Annex will be reviewed and updated every four (4) years. The Emergency Management Director shall decide whether or not an updated portion should be reproduced and sent to all holders prior to the completion of the four-year review cycle.

VIII. PROMULGATION

This Annex will become effective upon the approval of the Chiefs of the Fire Departments and the Emergency Management Director. When approved, this Annex will supersede any and all previously written and approved Fire Department Annexes.

It is intended that this Annex conform to the terms and conditions of Title 28, Chapter 517 of the Connecticut General Statutes as amended, the State of Connecticut Emergency Operations Plan, such Federal Acts and Regulations as may be applicable and any local Emergency Management (Civil Preparedness) Ordinances.

DARIEN FIRE SERVICE ANNEX

Attachment 1a

ORGANIZATIONAL CHART

DARIEN FIRE DEPARTMENT

TELEPHONES

<u>TITLE</u>	<u>NAME</u>		<u>HOME</u>	<u>BUSINESS</u>
Fire Chief	Steven J. Palmer		655-1319	
		Cell	856-2027	
1st Assistant Chief	Richard Weatherstone		655-2938	858-7276
		Cell	858-7276	
2nd Assistant Chief	Richard Slinsky		655-1928	852-1233
		Pgr.	835-2055	
Captain	Tobias Ostapchuk		981-7729	618-8877
		Pgr.	282-8050	
Lieutenant	Robert Monroe		655-1889	
		Pgr.	425-7410	
Lieutenant	Ted Olsen		348-6500	656-1869
		Pgr.	835-1109	
Lieutenant	Roy Resto		853-1693	425-8900
		Pgr.	593-3976	
Lieutenant	Michael Trenck		323-0072	
		Cell	820-9357	

DARIEN FIRE SERVICE ANNEX

Attachment 1b

ORGANIZATIONAL CHART

NOROTON HEIGHTS FIRE DEPARTMENT

TELEPHONES

<u>TITLE</u>	<u>NAME</u>	<u>HOME</u>	<u>BUSINESS</u>
Fire Chief Noroton Heights	Scott Plank	656-3424 Pager 833-6857	866-3312-x25
1st Assistant	Ron Falcioni	961-9469 Pager 593-9002	324-3472
2nd Assistant	Rich Rondano	656-0907	Pager 593-3968
Captain	Mike Orawsky, Jr.	655-0237	Pager 835-0981
Lieutenant	Fred Orawsky	655-0237	Pager 835-1375
Lieutenant	Alain Aysseh	655-0252	Pager 593-1947
Lieutenant	Downy Stagnetta	655-4923	Pager 593-3981

DARIEN FIRE SERVICE ANNEX

Attachment 1c

ORGANIZATIONAL CHART

NOROTON FIRE DEPARTMENT

TELEPHONES

<u>TITLE</u>	<u>NAME</u>	<u>HOME</u>	<u>BUSINESS</u>
Fire Chief Noroton	Michael Vitti	324-5818 Pager: 835-0958	966-1612 Mobil: 918-0475
1st Assistant	Alan Hyatt	656-2122	Mobile: 984-1214 Pager: 835-0929
2nd Assistant	James O'Brien	662-0429 Pager: 835-0932	212 546-3492 Mobile: 536-1797
Captain	Pat Rogers	655-2036	Mobile: 858-4242
Captain	Randy Fitzpatrick	327-1436 Pager: 835-0905	655-1323
Captain	John Hessmer	975-8620	
Lieutenant	Frazer Herbert	854-9651	655-2539
Lieutenant	Ron Bennett	656-1810	Mobile: 979-7342

DARIEN FIRE SERVICE ANNEX

Attachment 2a

DEPARTMENTAL STATISTICS

DARIEN FIRE DEPARTMENT

Name of this Department: Darien Fire Department

Department Address: 848 Post Road
Darien, CT 06820

Telephone Number (s): 655-1216

Number of Fire Fighters in Department:

Number of Civilian Employees: 0

Number of Vehicles in Department:

A. Fire Pumpers	<u>2</u>
B. Cars	<u>1</u>
C. Vans	<u>0</u>
D. Aerial Ladders	<u>1</u>
E. Rescue Vehicles	<u>1</u>
F. Pick-up Trucks	<u>1</u>
G. Tankers	<u>1</u>

Other Equipment in Department:

A. Inflatable Rescue Boat
B. Hydraulic Rescue Tools (2)
C. Cold Water Rescue Suits
D. Gas Meter
E. Air Bags for Heavy Rescue
F. Acetylene Torch

DARIEN FIRE SERVICE ANNEX

Attachment 2b

DEPARTMENTAL STATISTICS

NOROTON HEIGHTS FIRE DEPARTMENT

Name of this Department: Noroton Heights Fire Department

Department Address: 209 Noroton Avenue
Darien, CT 06820

Telephone Number (s): 655-1033

Number of Fire Fighters in Department: 35

Number of Civilian Employees: 0

Number of Vehicles in Department:

A. Fire Pumpers	<u>2</u>
B. Cars	<u>1</u>
C. Vans	<u>0</u>
D. Aerial Ladders	<u>1</u>
E. Rescue Vehicles	<u>1</u>
F. Pick-up Trucks	<u>0</u>
G. Tankers	<u>1</u>

Other Equipment in Department:

A. Inflatable Rescue Boat
B. Exposure Suits
C. Exothermic Cutting Torch
D. Hydraulic Rescue Tools
E. Air Bag Rescue
F. Air/Gas Monitoring Meters
G. Thermal Imaging Camera

DARIEN FIRE SERVICE ANNEX

Attachment 2c

DEPARTMENTAL STATISTICS

NOROTON FIRE DEPARTMENT

Name of this Department: Noroton Fire Department

Department Address: Darien, CT 06820

Telephone Number (s): 655-0653

Number of Fire Fighters in Department: 28

Number of Civilian Employees: 0

Number of Vehicles in Department:

A. Fire Pumps	<u>2</u>
B. Cars	<u>0</u>
C. Vans	<u>0</u>
D. Aerial Ladders	<u>1</u>
E. Rescue Vehicles	<u>1</u>
F. Pick-up Trucks	<u>1</u>
G. Tankers	<u>0</u>

Other Equipment in Department:

A.	27' Boston Whaler Fire Boat
B.	14' Aluminum Boat w/motor
C.	Inflatable "Zodiac" Boat approximately 10' w/motor
D.	Hurst Tool with multiple Tools
E.	Air Bag System
F.	Thermal Imaging Camera

Attachment 3

MISSION ASSIGNMENTS

The FIRE CHIEF has major responsibility for:

1. The deployment of fire and rescue personnel and equipment to the location of greatest need in the event of an emergency.
2. Rescuing injured people during emergency operations.
3. Issuing evacuation orders for people in immediate danger. The senior fire officer on-scene can issue evacuation orders in the absence of the chief.
4. Emergency first aid.
5. Providing decision-makers with advice on the risks associated with hazardous materials, as well as the circumstances for using water, foams, dispersants, or fog for extinguishing, diluting, or neutralizing hazardous materials.
6. Alerting all emergency support services to the dangers associated with hazardous materials and fire during emergency operations.
7. Handling all hazardous material accidents, incidents, emergencies and disasters.
8. Providing disaster effects monitoring and reporting for all hazards encountered.
9. Operational control of search and rescue operations, including direction of heavy rescue.
10. Providing vehicle for forward command post if needed.
11. Establishing direction and control procedures for operational control of fire and rescue forces of other jurisdictions or the state that may be summoned, and any supporting forces at scenes of emergency.
12. Assisting with debris removal and clean-up operations.
13. Obtaining and maintaining radiological and hazardous materials detection and self-protection devices, clothing and equipment for personnel assigned tasks in hazardous material environments.

MISSION ASSIGNMENTS

14. Establishing procedures for radiological and hazardous materials decontamination of response personnel, equipment, instruments and supplies.
15. Assisting police with traffic control if not engaged in fire fighting.
16. Emergency pumping operations in flood situations.
17. Assisting with maintenance of water supply.
18. Fire protection in emergency shelters and relocation areas.
19. Assisting in disseminating warnings to the public.
20. Developing a departmental annex to this operations plan, and updating it as necessary based on deficiencies identified through drills and exercises, changes in local government structure, technological changes, etc.
21. Responsibilities as assigned to all departments, agencies and offices in the Emergency Operations Plan.

Attachment 4

ALL TASKED ORGANIZATIONS

“All tasked organizations” include all other government or private sector organizations that have been assigned tasking in the Emergency Operations Plan to perform response functions.

1. Maintain current internal personnel notification rosters and SOP's to perform assigned tasks.
2. Negotiate, coordinate and prepare mutual aid agreements, as appropriate.
3. Analyze needs and determine specific communications resource requirements.
4. Work with EOC communications coordinator to ensure equipment and procedures are compatible.
5. Identify potential sources of additional equipment and supplies.
6. Provide for continuity of operations.
 - Ensure that lines of succession for key management positions are established to ensure continuous leadership and authority for emergency actions and decisions in emergency conditions.
 - Protect records, facilities, and organizational equipment deemed essential for sustaining government functions and conducting emergency operations.
 - Ensure, if practical, that alternate operating locations are available should the primary location suffer damage, become inaccessible, or require evacuation. Alternative operating locations provide a means to continue organizational functions during emergency conditions.
 - Protect emergency response staff. This includes actions to:
 - ◇ Obtain, as appropriate, all necessary protective respiratory devices and clothing, detection and decontamination equipment, and antidotes for personnel assigned to perform tasks during response operations.

Attachment 4, Continued

ALL TASKED ORGANIZATIONS

- ◇ Ensure assigned personnel are trained on the use of protective gear, detection and decontamination devices, and antidotes.
- ◇ Provide security at facilities.
- ◇ Rotate staff or schedule time off to prevent burnout.
- ◇ Make stress counseling available.
- Ensure the functioning of communications and other essential equipment. This includes actions to:
 - ◇ Test, maintain, and repair communications and warning equipment.
 - ◇ Stockpile supplies and repair equipment.